

**Meeting**  
**Dorset County Amateur Swimming Association**  
(Affiliated to Swim England and Swim England South West Ltd)

Minutes of the County Association Executive Meeting No 2 of 2023/2024  
DYA Hall, Lubbecke Way, Dorchester DT1 1QL – 11 April 2024

**Present**

|                      |                 |                                     |              |
|----------------------|-----------------|-------------------------------------|--------------|
| Chairman             | R Honeybun (PP) | Inter County Competitions Secretary | D Clark      |
| County Administrator | Mrs D Gibbs     | Masters Secretary                   | Ms K Yendole |
| Treasurer            | G Griffin [LP]  | Synchronised Swimming Secretary     | Mrs C Seall  |
|                      |                 | Water Polo Secretary                | G Mitchell   |
|                      |                 | Officials Secretary                 | Mrs S Podger |

**Past Presidents** Mrs N Honeybun, M Hoskins, L Jessop, S Meter, M Smith, Mrs C Thompson.

**Clubs Represented** Bournemouth SC, Bridport Barracudas, North Dorset Turbos, Poole, Seagulls, Swim Bournemouth, Wareham, Weymouth, and West Dorset.

**23/16 Apologies**

Mrs J Beard, D Clark, C Gassman, R Holman, S Platts, Mrs T Roberts, A Smart.

**23/17 Minutes of the County Association Executive 2 November 2023**

Agreed that the minutes of the County Association Executive Meeting on 2 November 2023 be accepted as a true record.

Prop: G Griffin

Sec: Mrs C Thompson

Carried

**23/17(a) Matters Arising - None**

**23/17(b) Outstanding Actions**

E23/03: Complete

E23/04: Complete

**23/18 Correspondence**

1. Swim England: Independent research programme 'Heart of Aquatics Listening Research' conducted by The Behavioural Architects published.
2. Swim England Dispute Resolution Panel: David McWilliam, DCASA Legal Advisor and member of Seagulls SC, appointed to the judicial panel.
3. Swim England SWR: Application for affiliation from Poole Bay Open Water SC.
4. Swim England SWR: Bere Regis suspended, subsequently lifted.
5. Swim England SWR: Harry Manship to undertake Stacey Millett's role from 17 April 2024.
6. Poole SC: First international call up for coach Jan Hutchings, selected to coach the Swim England team (16-18 years) in Sweden March 2024.

**23/19 Finance Report**

The DCASA account balances as of 29 February 2024 were as follows: Current £26,217.93; Deposit £80,659.68; PayPal £294.89; Cash in Hand £150.00; Tornadoes SD SC £6,238.61; Total £113,561.11.

**23/20 Welfare**

1. County Welfare Officer, nothing to report.
2. All safeguarding certificates (new and renewals) must now be obtained through Swim England Safeguarding courses.
3. DBS checks undertaken by employers, individual to sign up to the update service and complete an SE consent form within thirty days of DBS number being issued. DBS checks must be Enhanced with Barring.
4. Adults-only clubs now required to have an identified Welfare lead officer, either a named member within the club or, with prior agreement, the County Welfare Officer.

5. The lack of Welfare Officer courses available regionally noted.

**23/21**

### Development

1. Swim England County Development Programme 2023/24: Camp 1 (face-to-face) Talbot Heath School 25 October 2023, 24 swimmers from eight clubs participating. Camp 2 (online) 24 February 2024. The final camp at Talbot Heath School 29 May 2024.
2. DCASA: Swimming Coach course (L2) scheduled Oct/Nov 2024 in-county; six DCASA candidates from five clubs participating. Plans for an Assistant Swimming Coach course (L1) underway.

**23/22**

### County Business

1. County Affiliation: County Governance Accreditation awarded to Dorset.
2. Swim-Meet: Software licence extended to include use by all affiliated clubs.
3. Pre-ACM Matters:
  - i. Proposal for consideration at the 2024 Annual Council Meeting of Dorset County ASA to enable and facilitate the continuance of County Business, the management of the County Association shall become the responsibility of a Dorset County ASA Management Board.  
Prop: A Smart                                    Sec: L Jessop                                    Carried
  - ii. Emergency Cmt and Rules Cmt to remain, independent of a Management Board (if agreed) until such time as need/relevance can be confirmed.  
Prop: G Griffin                                    Sec: Mrs D Gibbs                                    Carried
  - iii. Role of Hazard & Risk Assessment Advisor (Pool Swimming) to be removed from the list of postholders annually elected.  
Prop: L Jessop                                    Sec: G Griffin                                    Carried
4. Nominations for County Officers, postholders, sub-committees and regional representatives 2024/25: Noted nominations received for most posts. Expressions of interest for potential Management Board requested.
5. President-Elect 2024/25: No nominations received. Clubs eligible to nominate: Bere Regis, Bridport Barracudas, Seagulls, Swim Bournemouth, Wareham, West Dorset, and Weymouth.

**PMN:** The Constitution, Appendix 1 provides for the Executive to have the emergency power to extend the presidential term of the incumbent President according to the requirement of the Association and, by nomination of the Executive, the power to approve a Past President for a second non-consecutive presidential term for the Association provided the aforesaid Past President is deemed active.

**23/23**

### County Reports

23/23(a)

Swimming Committee

1. Appx 2 Minutes of DCASA STC meeting Dec 2023 refers.
2. Swim England Supervisory Policy: Update issued February 2024 which includes minor changes to recommended numbers of supervisory staff. L2 Swimming Teacher permitted in attendance in place of a coach at low level (non-licensed) competitions.
3. Licensing: Number of meets now restricted to three L1-LL4s in a 4-week month and four in a 5-week month. New licensing applications require depth at start and height of blocks above water to be provided. RLO reports complaints received about number of first-come first-served meets in the region and the cost of poolside passes.
4. Competitions structure: SWR met with County Competitions leads and SWR Coaches Cmt panel to provide feedback to SE Swimming Leadership Group. National programme amended for 2024 so changes to regional/county competitions structure and programme anticipated.
5. 2024 dates for Dorset County Competitions as follows:
  - Championships – 2 Feb, Dorchester (800m and relays)
  - Championships – 8-9 Feb, Littledown
  - Championships – 16 Feb, Dorchester (1500m and relays)
  - Championships – 22-23 Feb, Littledown
  - Graded Meet – 11 May, Dorchester
  - Development Competition – 5-6 July, Littledown
  - Novice Trophy Gala - tbc

6. County Records (12) to ratify:

|   |     |    |        |         |           |       |             |     |      |
|---|-----|----|--------|---------|-----------|-------|-------------|-----|------|
| F | Snr | SC | 50Bk   | 28.42   | H Harris  | Poole | Guildford   | Nov | 2023 |
| F | Jnr | SC | 50Bk   | 28.42   | H Harris  | Poole | Guildford   | Nov | 2023 |
| F | Jnr | SC | 100Fr  | 57.16   | H Harris  | Poole | Millfield   | Nov | 2023 |
| F | Snr | SC | 50Bk   | 28.34   | H Harris  | Poole | Sheffield   | Dec | 2023 |
| F | Jnr | SC | 50Bk   | 28.34   | H Harris  | Poole | Sheffield   | Dec | 2023 |
| F | Jnr | SC | 200Fly | 2.17.76 | J Huggins | Poole | Basingstoke | Dec | 2023 |
| M | Snr | SC | 200Br  | 2.14.33 | O Jones   | Poole | Sheffield   | Dec | 2023 |
| M | Snr | SC | 200Br  | 2.13.93 | O Jones   | Poole | Sheffield   | Dec | 2023 |
| M | Snr | SC | 100Br  | 1.01.29 | O Jones   | Poole | Sheffield   | Dec | 2023 |
| M | Snr | SC | 100Br  | 1.00.81 | O Jones   | Poole | Sheffield   | Dec | 2023 |
| M | Snr | SC | 50Br   | 28.32   | O Jones   | Poole | Sheffield   | Dec | 2023 |
| M | Snr | SC | 50Br   | 28.12   | O Jones   | Poole | Sheffield   | Dec | 2023 |

Prop: Mrs D Gibbs

Sec: L Jessop

Carried

- 23/23(b) Inter-County Competitions Report as submitted. Budget for 2024 NCT Championships to be reviewed by STC.
- 23/23(c) County Competitions Appx 2 Minutes of STC Meeting Dec 2023 refers.
- 23/23(d) Masters
1. Report as submitted.
  2. National Inter-County Masters 2023: Dorset came 28th out of 29 counties; three counties did not manage to enter a team.
  3. SWR Masters Records: New short course records set by Liam Small (Poole) in 200 Fly, 400 IM, and 200 IM, and Karen Yendole (Poole) in 800m Free. New long course records also set by Liam Small and Nuala Muir-Cochrane (both Poole).
  4. Dorset Masters Championships 2024: Scheduled as part of the Poole SC Masters Meet, Saturday 15 June at Dorchester.
- 23/23(e) Disability
1. Report as submitted.
  2. Dorset County Championships: Z Sturgess (BCS) broke the English Para Swimming SC record for 800m Free and British/English record for 1500m Free.
  3. World Series Para Swimming (inc British Para Swimming Championships): Leo McCrea (BCS), Z Sturgess (BCS) and Isabella Haynes (Swim B'mouth) qualified for the event.
  4. British Championships (Paris Trials): Zack Sturgess and Isabella Haynes gained QTs for the event in London.
  5. Development Day: Donation from local Freemasons Lodge ring-fenced for a local development day. BCS requested to organise; proposal awaited.
- 23/23(f) Open Water No standing committee.
- 23/23(g) Diving No local activity.
- 23/23(h) Artistic Swimming Appx 3 Minutes of AS Meeting Jan 2024 refers.
- 23/23(i) Water Polo
1. Appx 4 Minutes of DCASA WP Committee Dec 2023 refers.
  2. Monthly county junior WP training sessions now taking place in the lead-up to the SWR WP Inter-Counties Championships in September 2024.
  3. Concession agreed with SWR WP that players one year over-age in each of the categories (over-age girls only in mixed sex) can be fielded in the SWR WP Championships.
- 23/23(j) Officials Secretary
1. Report as submitted; dress code updated.
  2. Difficulty in monitoring expired officials licences noted; lists not kept up to date.

|              |                         |   |
|--------------|-------------------------|---|
| 23/23(k)     | Officials T & D         | Report as submitted.  |
| 23/23(l)     | Volunteers              | Nothing to report.  |
| 23/23(m)     | Rules                   | Nothing to report.  |
| <b>23/24</b> | <b>Regional Reports</b> |   |
| 23/24(a)     | Management Board        | Appx 5 Minutes of SWR Board meeting 100124 refers. Regional ACM scheduled 24 March 2024.  |
| 23/24(b)     | Swimming                | Appx 6/7 Minutes of SWR Technical Swimming Cmt Oct 2023 and March 2024 refers.  |
| 23/24(c)     | Masters                 | Appx 8 Minutes of SWR Masters Cmt Feb 2024 refers. Noted volunteers for regional Masters events continued to be a problem.  |
| 23/24(d)     | Para Swimming           | Nothing to report.  |
| 23/24(e)     | Open Water              | SWR OW Championships to be held 23 June 2024 at Lake 86, Cirencester GL7 5TL in conjunction with East & West Midlands.  |
| 23/24(f)     | Diving                  | No report   |
| 23/24(g)     | Artistic Swimming       | Appx 9 Minutes of SWR Artistic Swimming Cmt Oct 2023 refers. Jessie Budynekiewicz (Seagulls) now attending SWR Artistic Swimming Cmt meetings as Field of Play Rep. |
| 23/24(h)     | Water Polo              | Appx 10 Minutes of Water Polo Cmt Oct 2023 refers. Simon Tomlinson new SWR WP Chairperson.  |
| 23/24(i)     | Officials               | Report as submitted.  |

**23/25 Any Other Business**

1. Chair of West Dorset, J Parkin, raised concerns over podium photos of swimmers who had elected no photography being published on social media by other clubs/swimmers. To be referred to DCASA STC and coaches.

There being no further business the Secretary closed the meeting at 22.05

**Date of next meeting:** 6 June 2024 following Annual Council Meeting  
**Venue** DYA Hall, Lubbecke Way, Dorchester  
**Start** 19.00